

December 4, 2014

**Utah Division of Child and Family Services
Southwest Region 2014-2015
Action Plan for Decline in Child & Family Plan**

Action Plan for Decline in Child & Family Plan			
Indicator to address	Action Items	Responsible Party	Target Date for Completion
Child & Family Plan	<p>1.) Supervisors will monitor Child & Family Plans by using the protocol for Child & family plans in the QCR purple book, regional guideline sheet for plans, and signing off on plans only when the practice model process is followed.</p> <p>2.) Supervisors will observe CFTMs to monitor/give feedback on the planning process.</p> <p>3.) One FTI per month per caseworker should be conducted by supervisors to monitor/give feedback on practice improvement.</p> <p>4.) Supervisors will report during SWLT on the above items.</p> <p>5.) The Practice Improvement Coordinator will provide monthly reports to supervisors and CWAs. This will allow supervisors and CWAs to know when Child & Family Plans are due.</p> <p>6.) The Practice Improvement Coordinator will review 20 cases every 3 months and report on results in March and June.</p> <p>7.) The regional Practice Improvement Coordinator will send regional data regarding the PIP to the state practice improvement team on a quarterly basis.</p>	<p>Caseworkers, supervisors, PIC, CWA's, RD, and ARD.</p> <p>Regional Practice Improvement Coordinator</p>	<p>To begin by January 1, 2015 and then be ongoing.</p> <p>Quarterly</p>